



Job Title: WASTEWATER MECHANIC

Department: Public Works

Immediate

Supervisor: Wastewater Operations Supervisor

| | | |
|---------------------------------------|--------------------------------|--------------------------------|
| Job Status: Regular, Full-time | FLSA Status: Non-exempt | Town Status: Classified |
| Origination Date: 3/2010 | Revision Date: 1/2015 | |

BRIEF DESCRIPTION OF THE JOB:

Repairs, services and maintains mechanical and hydraulic equipment in a wastewater treatment facility and collections system. Coordinates maintenance actions with wastewater operations staff, maintains maintenance and activity logs. Performs routine cleaning and maintenance of wastewater plant and collection system. Performs other duties as assigned.

ESSENTIAL FUNCTIONS:

Incumbents will be expected to have the ability and capability, with or without accommodations, to perform these Essential Functions, and other functions and tasks as required and/or directed. The following do not identify all duties performed by any single incumbent.

Physical Strength Demands/Codes

| | |
|-----------------------|---|
| S = Sedentary | Exerting up to 10 pounds occasionally or negligible weights frequently; sitting most of the time. |
| L = Light | Exerting up to 20 pounds occasionally, 10 pounds frequently, or negligible amounts constantly AND/OR walking or standing to a significant degree. |
| M = Medium | Exerting 20 – 50 pounds occasionally, 10 – 25 pounds frequently, or up to 10 pounds constantly. |
| H = Heavy | Exerting 50 – 100 pounds occasionally, 25 – 50 pounds frequently, or from 10 – 20 pounds constantly. |
| V = Very Heavy | Exerting over 100 pounds occasionally, 50 – 100 pounds frequently, or from 20 – 50 pounds constantly. |

| Physical Strength Code | | ESSENTIAL FUNCTIONS |
|-------------------------------|---|--|
| 1 | M | Performs preventive, routine, emergency and periodic maintenance of wastewater equipment and related systems. May perform general site maintenance duties including, but not limited to: cleaning basins, cleaning/changing filters, inspecting tools and equipment and cleaning of plant process buildings and areas. |
| 2 | M | Inspects and evaluates operating characteristics of supported equipment and systems, diagnoses problems or deficiencies, and takes or directs corrective actions or repairs needed; |
| 3 | M | Performs routine cleaning, repair, inspection, vector control, disinfection and maintenance of wastewater collections system. |
| 4 | S | Interprets and applies technical information from blueprints, schematics, operating/maintenance guides and related materials; |
| 5 | S | Coordinates maintenance actions with wastewater operations staff to avoid or minimize disruption of wastewater system operations; |
| 6 | S | Maintains maintenance and activity logs on assigned equipment and system; |
| 7 | M | Installs/replaces large and complex equipment and associated components; |



| Physical Strength Code | | ESSENTIAL FUNCTIONS |
|---------------------------|---|---|
| 8 | S | Identifies to management essential operating spares, supplies and equipment required to support maintenance operations; |
| 9 | S | Maintains, issues and accounts for operating spares and supplies consumed in maintenance operations; |
| 10 | S | May direct the activities of personnel and assist in their training. |
| 11 | S | Follows industrial safety practices, hazardous materials handling procedures and standard operating procedures. Performs all work duties and activities in accordance with department and/or Town policies and procedures. |
| 12 | S | Works in a safe manner and reports unsafe activity and conditions. Follows Town-wide safety policy and practices, and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the Town Safety Manual. |



JOB REQUIREMENTS:

| JOB REQUIREMENTS | |
|---------------------------------------|---|
| Formal Education / Knowledge | High school graduation or the equivalent. |
| Experience | Three years of experience in the maintenance and repair of industrial engines, pumps, blowers, conveyors, grinders, compressors or hydraulic systems other mechanical experience or related education may be considered. |
| Certifications and Other Requirements | ADEQ Grade 1 wastewater treatment plant operator certification must be obtained within 1 year of employment. Maintains certification(s) in good standing per A.A.C. R18-5-107. |
| Driver's License | Valid Driver's License at time of hire. Obtains Arizona Driver's License (Class D) within ten (10) days of hire. Arizona Commercial Driver's Permit within one (1) year of hire and Arizona Commercial Driver's License (Class B within 18 months of hire. |
| Immunizations/Blood Borne Pathogens | Due to potential exposure to asbestos, wastewater, raw sewage and/or sharps (discarded needles/syringes) products, requires completion of OSHA's Bloodborne Pathogen training with ninety (90) days of hire. Town will also offer, at Town's expense, the Hepatitis B vaccine series. |



PHYSICAL DEMANDS

Frequency Code Scale

| | | | | |
|--------------|-----------------------|-----------------------|-----------------------------|-------------------------|
| N = Never | R = Rarely | O = Occasionally | F = Frequently | C = Continuously |
| Never Occurs | Less than 1 hour/week | Up to 1/3 of the time | From 1/3 to 2/3 of the time | 2/3 or more of the time |

| Physical Demands | Frequency Code (Mark only one) | Description: (Check all that apply) |
|------------------|---|--|
| Standing | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> Making presentations <input checked="" type="checkbox"/> Observing work site <input checked="" type="checkbox"/> Observing work duties <input checked="" type="checkbox"/> Communicating with Co-workers |
| Fine Dexterity | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Computer keyboard <input checked="" type="checkbox"/> Telephone keypad <input checked="" type="checkbox"/> Calculator <input checked="" type="checkbox"/> Calibrating equipment |
| Walking | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> To other departments/offices <input checked="" type="checkbox"/> Around work site |
| Lifting | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Supplies <input checked="" type="checkbox"/> Equipment <input type="checkbox"/> Files |
| Carrying | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Supplies <input checked="" type="checkbox"/> Equipment <input type="checkbox"/> Files |
| Sitting | <input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Desk work <input checked="" type="checkbox"/> Meetings <input checked="" type="checkbox"/> Driving |
| Reaching | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> For supplies <input type="checkbox"/> For files |
| Handling | <input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Paperwork <input type="checkbox"/> Monies |
| Kneeling | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower Shelves/ground |
| Crawling | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Under equipment <input checked="" type="checkbox"/> Inside attics/pipes/ditches |
| Other | | Explain: |

| Physical Demands | Frequency Code (Mark only one) | Description: (Check all that apply) |
|------------------|---|--|
| Pushing/Pulling | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> File drawers <input checked="" type="checkbox"/> Equipment <input type="checkbox"/> Tables and chairs <input checked="" type="checkbox"/> Hoses |
| Climbing | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Stairs <input checked="" type="checkbox"/> Ladders <input checked="" type="checkbox"/> Step stools <input checked="" type="checkbox"/> Onto equipment |
| Vision | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Reading <input checked="" type="checkbox"/> Computer Screen <input checked="" type="checkbox"/> Driving <input checked="" type="checkbox"/> Observing work site |
| Foot Controls | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Driving <input checked="" type="checkbox"/> Operating heavy equipment <input type="checkbox"/> Operating dictaphone |
| Balancing | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> On ladders <input checked="" type="checkbox"/> On equipment <input checked="" type="checkbox"/> On step stools |
| Bending | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower shelves/ground |
| Crouching | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower shelves/ground |
| Hearing | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Communicating via Telephone/radio, to Co-workers, public <input checked="" type="checkbox"/> Listening to equipment |
| Twisting | <input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> From computer to telephone <input checked="" type="checkbox"/> Getting inside vehicle <input checked="" type="checkbox"/> Using hand tools |
| Talking | <input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C | <input checked="" type="checkbox"/> Communicating via Telephone/radio, to Co-workers, public |



MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:

Presses, welders, lathes, milling, grinders, drills, cutting torches, hand and power tools, forklift, vactor truck, computer and SCADA software.

ENVIRONMENTAL FACTORS:

| | | | | |
|-----------|-------------------------------|--------------------------------|----------------|-----------|
| D = Daily | W = Several Times Per Week | M = Several Times Per Month | S = Seasonally | N = Never |
|-----------|-------------------------------|--------------------------------|----------------|-----------|

| HEALTH AND SAFETY | | ENVIRONMENTAL FACTORS | |
|--------------------------|---|---------------------------|---|
| Mechanical Hazards | D | Dirt and Dust | D |
| Chemical Hazards | D | Extreme Temperatures | D |
| Electrical Hazards | M | Noise and Vibration | W |
| Fire Hazards | M | Fumes and Odors | D |
| Explosives | N | Wetness/Humidity | S |
| Communicable Diseases | W | Darkness or Poor Lighting | M |
| Physical Danger or Abuse | D | | |
| Other (see 1 below) | | | |

(1)

| PRIMARY WORK LOCATION | |
|-----------------------|---|
| Office Environment | X |
| Warehouse | |
| Shop | |
| Vehicle | |
| Outdoors | X |
| WWTP Facility | X |

| WORK SCHEDULE POSSIBILITIES | |
|--------------------------------|---|
| Rotating Shift Work | X |
| 24 Hour Shift Work | |
| Work on Holidays | X |
| Work on Weekends | X |
| Typical 40 Hour Work Week | X |
| Overtime | X |
| On Call/Call Out | X |

PROTECTIVE EQUIPMENT REQUIRED:

Safety and personal protective gear and clothing, such as gloves, rubber boots, safety shoes and glasses, hard hat, and SCBA respirator.



NON-PHYSICAL DEMANDS:

| N = Never Never Occurs | R = Rarely Less than 1 hour/week | O = Occasionally Up to 1/3 of the time | F = Frequently From 1/3 to 2/3 of the time | C = Continuously 2/3 or more of the time |
|---------------------------|-------------------------------------|---|---|---|
|---------------------------|-------------------------------------|---|---|---|

| NON-PHYSICAL DEMANDS | |
|---|---|
| Time Pressures | F |
| Emergency Situations | O |
| Frequent Change of Tasks | C |
| Irregular Work Schedule/Overtime | O |
| Performing Multiple Tasks Simultaneously | C |
| Working Closely with Others as Part of a Team | F |
| Tedious or Exacting Work | R |
| Noisy/Distracting Environment | O |
| Other | |

EXPECTED BEHAVIOR:

The incumbent is expected to embrace, support, and promote the Town's values, beliefs, and culture, which include but are not limited to the following:

- ◆ High ethical standards
- ◆ Active participation in teamwork
- ◆ Strong safety principles and safety awareness
- ◆ Provide outstanding customer service to internal and external customers

These traits are not basic job requirements but are expected behavior.

The above statements are intended to describe the general nature and level of work being performed by the individual assigned to this job.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE TOWN WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGES BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH A MEMBER OF THE HUMAN RESOURCES DEPARTMENT

The Town of Sahuarita, Arizona is an Equal Opportunity Employer.

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